

State of Hawaii

Job Description

School Based Physical Therapist Assistant

(Position Description, Class Specification & Minimum Qualification Requirements)

Entry Level Work	HE-8	6.312
Full Performance Work	HE-10	6.313

Function and Location

This position works in the physical therapy program in an educational setting and is responsible for implementing physical therapy care plans developed by a licensed Physical Therapist in accordance with the Individualized Education Program (IEP).

Key Duties and Responsibilities

1. Administer physical therapy treatment procedures and use therapy techniques as stated in the IEP to meet the special needs of the student.
 - a. Administer active (student assists you in movements) and passive (all movements done for student) manual therapeutic exercises and gross motor activities including range of motion and positioning exercises to students with relatively stable conditions.
 - b. Adjust, train in use of, and care for braces, prostheses, ambulation aids, wheelchairs, and other adaptive equipment. Apply diverse types of orthotic and prosthetic devices to students.
 - c. Instruct, motivate and assist students in learning and improving functional activities such as preambulation, transfer, ambulation and activities of daily living.
2. Select and modify treatment techniques based on educated judgment and a good knowledge of the established IEP and various levels of functioning. Implement revisions to the IEP with the approval of the Physical Therapist.
3. Observe students during treatments; compile and evaluate data, treatment response, and progress of student, and record effectiveness of treatment.

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4. Participate with the Physical Therapist in developing IEP goals and objectives for individual students.
5. Protect the safety and welfare of the student during the therapy treatment session.
6. Make oral reports to the Physical Therapist on student progress. Participate in discussions with the Physical Therapist and IEP members on projected goals and objectives.
7. Make written reports such as daily notes of activities and other progress reports.

Other Duties

In addition to the key duties and responsibilities, this position may be assigned to:

Act as an assistant to the Physical Therapist when the Physical Therapist is performing tests, evaluations, and difficult treatment procedures; instruct other staff working with the student on correct positioning, range of motion exercises, body alignment and posture, ambulation, proper body mechanics in lifting and in other physical therapy practices as directed by the Physical Therapist; assist in the maintenance of physical therapy equipment; maintain a clean and safe physical environment; answer the telephone and take messages; keep accurate tally and tabulate all statistical data of physical therapy treatments; document and note progress in appropriate record; take inventory; order supplies; assist the Physical Therapist in estimating equipment needs and equipment acquisitions; perform other clerical tasks; and perform other related duties as assigned.

Knowledge and Abilities used in Performing Key Duties at the Full Performance Level

Demonstrated proficiency in the application of all of the knowledge and abilities, specified below for the Full Performance level, in providing the full range of services to the clientele of the work site, independently. Knowledge of the policies, procedures and work rules of the work site.

Controls Exercised over the Work

A Physical Therapist provides supervision to the position.

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Instructions Provided: Entry level employees are provided specific and detailed instructions; full performance employees are provided general instructions, and specific instructions in new and unusual situations.

Assistance Provided: Entry level employees are provided close guidance in performing tasks; full performance employees perform work independently, receiving specific guidance only in new and unusual situations.

Review of Work: Entry level employees receive close and frequent review of work performed; the work of full performance employees is reviewed periodically.

Prerequisite Qualifications Required for the Entry Level

Education and Essential Knowledge and Abilities: An associate degree in a two-year, American Physical Therapy Association approved, college program for physical therapist assistants which demonstrated knowledge of human anatomy; physiology; kinesiology; thermal agents; therapeutic exercise; traction; therapeutic massage; aquatic physical therapy; uses of various modalities; neuropathology; electrotherapy; universal handwashing procedures; and the ability to read, write, speak, understand and communicate effectively with others in English; safely manage patients in treatment activities, and stimulate, motivate, guide and teach patients to perform required movements and recognize their individual limitations; apply various modalities and thermal agents, traction, therapeutic massage, therapeutic exercise, aquatic physical therapy and electrotherapy; lift and transfer paralyzed and partially paralyzed patients to and from wheelchairs, exercise tables, beds, etc.; deal with a variety of patients and others and adjust to continuously changing situations; keep records and tabulate statistics; maintain equipment, supplies and the physical environment in an acceptable manner; and learn various specialized procedures and use of equipment peculiar to given patients or a particular program of service or facility.

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License: Valid State of Hawaii driver's license, Type 3.

Physical Requirements: All employees must be physically able to perform the essential duties of the position. The general types of physical abilities involved, and examples of the tasks requiring these abilities, follows:

Sensory: Read student's charts; observe student; hear the conversational voice.
Coordination and Dexterity: Manipulative skills.
Strength and Stamina: Up to a maximum of 75 pounds - push and pull, position and reposition, lift and transfer students, and lift and carry therapy equipment.
Mobility: Demonstrate exercises to student which include rolling, kneeling, twisting and bending.
Other: Work with a variety of cleaning chemicals.

Prerequisite Qualifications Required for the Full Performance Level

In addition to the qualifications required at the entry level:

Experience and Essential Knowledge and Abilities: One (1) year of work experience as a physical therapist assistant which involved the performance of physical therapy work and related duties under the direction of a Physical Therapist. Such work experience must have demonstrated the implementation of physical therapy care plans developed by a Physical Therapist, care and use of equipment, providing instruction in physical therapy procedures to patients and others; demonstrated knowledge of applicable hospital/facility/program policies and procedures; and the ability to assist in evaluative tests, use specialized physical therapy procedures, select and modify treatment techniques upon approval of the Physical Therapist, and participate with the Physical Therapist in developing the patient's treatment goals and objectives.

Substitutions Allowed: Completion of all requirements for a baccalaureate degree in physical therapy from a school of physical therapy approved at the time of their graduation, by an agency recognized by either the United States Department of

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Education or the Council on Post-Secondary Accreditation; or in the case of a foreign-trained person, a credentials evaluation agency recognized by the appropriate licensing agency of the State of Hawaii, indicating completion of an education program that has been determined to be equivalent to entry level Physical Therapist education in the United States, may be substituted for all of the work experience required.

Desirable Qualifications: Patience; neatness; reliability; resourcefulness; and punctuality.

JOB DESCRIPTION ESTABLISHED: May 1, 2000

JOB DESCRIPTION AMENDED: April 1, 2001 - Prerequisite Qualifications Required; this is an amendment to the job description approved on December 1, 2000.